

**SURREY HEATH BOROUGH COUNCIL**

Surrey Heath House  
Knoll Road  
Camberley  
Surrey  
GU15 3HD

24 September 2013

To: The members of the Surrey Heath Borough Council

Dear Councillor,

You are hereby summoned to attend a meeting of Surrey Heath Borough Council to be held in the Council Chamber at Surrey Heath House on Wednesday 2 October 2013 at 7.00 pm. The business which it is proposed to transact at the meeting is set out below.

**Please note that this meeting will be recorded.**

Yours sincerely

Karen Whelan

Chief Executive

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**1. Minutes**

To approve as a correct record, the open minutes of the meeting of the Council held on 10 July 2013 and the extraordinary meeting on 17 July 2013.

**2. Apologies for Absence**

**3. Mayor's Announcements**

**4. Leader's Announcements**

**5. Declarations of Interest**

Members are invited to declare any Disclosable Pecuniary Interests and non-pecuniary interests they may have with respect to matters which are to be considered at this meeting.

**6. Questions from Members of the Public**

To answer questions, if any, received under Council Procedure Rule 10 (Paragraph 3 of the Public Speaking Procedure Rules)

**7. Questions from Councillors**

To deal with questions, if any, received under Council Procedure Rule 11.

## 8. Executive, Committees and Other Bodies

To receive the open minutes of the following bodies (minutes reproduced in the attached Minute Book), to answer questions (if any) in accordance with Council Procedure Rule 11.5 and to consider the recommendations as set out below:

- (a) Executive – 9 July, 20 August and 10 September 2013,  
10 September 2013

### 34/E Blackwater Valley Commuted Sums

**RECOMMENDED that the Capital Programme be increased by £26,000 for improvements at Crabtree Park.**

- (b) Planning Applications Committee – 31 July, 27 August and 25 September 2013
- (c) Performance and Audit Scrutiny Committee (Audit) – 24 July 2013
- (d) Performance and Audit Scrutiny Committee (Scrutiny) – 24 July and 11 September 2013
- (e) Licensing Committee – 4 September 2013

### 05/L Scrap Metal Dealers Act 2013

**RECOMMENDED that**

- i) **the Scheme of Delegation of Functions to Officers be updated as set out at Annex A to these minutes; and**
- ii) **the Licensing Committee and Licensing Sub Committee's Terms of Reference be updated to incorporate the functions relating to the Scrap Metal Dealers Act 2013.**

### 06/L Gambling Act 2005 –Statement of Principles

**RECOMMENDED that the Statement of Policy for betting licensing, as attached at Annex B to these minutes, be adopted.**

- (f) External Partnerships Select Committee – 17 September 2013

## 9. Governance Working Group

To consider the report of the Executive Head of Corporate in relation to the recommendations of the Governance Working Group – report attached

## 10. Portfolio Holder's Question Time

The Community Portfolio Holder, Councillor Mrs Vivienne Chapman to answer questions on issues relating to her areas of responsibility (Areas of Responsibility of the Community Portfolio are attached).

**11. Exclusion of Press and Public**

The Mayor to move “That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the consideration of the business set out in items 12, 13 and 14 below on the ground that they involve the likely disclosure of exempt information as defined in paragraphs 1 & 3 of Part 1 of Schedule 12A of the Act.”

**12. Minutes**

To approve as a correct record, the exempt minutes of the meeting of the Council held on 10 July 2013.

**13. Executive, Committees and Other Bodies – Exempt**

To receive the exempt minutes of the Executive (minutes reproduced in the attached Minute Book) held on 9 July 2013 and to answer questions (if any) in accordance with Council Procedure Rule 11.5.

**14. Review of Exempt Items**

To review the minutes reported to the meeting and any decisions made by the Council following the exclusion of the members of the press and public, to decide what information (if any) can be regarded as being available to the public.